

**BOARD OF SELECTMEN
TOWN OF HAMPTON FALLS**

**JANUARY 18, 2023 – 8:00 AM
TOWN HALL**

FINAL

PRESENT: Mark R. Lane, Chairman; Ed B. Beattie, Vice Chairman; Lou Gargiulo, Selectman
Karen Anderson, Town Administrator; Rachel D. Webb, Assistant Administrator.
GUESTS: Russ Hilliard, Road Agent; Jay Lord, Fire Chief.

POLICE DEPARTMENT / ANIMAL CONTROL MONTHLY REPORT – Chief Ryan Venio:
Chief Venio provided a written update for the Selectmen, as he was unable to attend the meeting.

ROAD AGENT MONTHLY REPORT – Russ Hilliard: Road Agent, R. Hilliard, updated the Selectmen, as follows:

- The road work at Woodlawn Ave. and Janvrin Drive has been completed, except for the finish grading which will be done in the Spring. Some patch paving was completed as they did not have to go as far into the road as originally anticipated.
- The road work at Glenwood Rd. and Maple Rd has been completed, the road was ground and additional gravel brought in, except for the finish grading which will be done in the Spring
- R. Hilliard asked the Selectmen to approve a request to add a two-inch (2”) overlay to the roads where the new pavement meets the old: to add an additional 135 ft on the Glenwood Rd. end, and an additional 50-ft on the Maple Rd end. The reason for the request is that prior to the construction, the road was not in the best shape, so he feels that to hold the whole project together that it would be in the Town’s best interest to do some additional paving beyond the work. The total would be an additional 185-ft of paving, in addition to the 270-ft of paving as part of the current work for a total 455-ft overall. Chairman Lane asked if R. Hilliard had obtained pricing information for paving yet, and he responded no, that he wanted to see if the Selectmen were interested first, and offered that he could seek pricing two ways, one for the existing project, and one for the additional paving. K. Anderson requested that he obtain a per-square-foot cost for the paving. E. Beattie asked if there was an estimate of what the paving cost was going to be for the project originally, and R. Hilliard responded no. Chairman Lane said that he thought it made sense to do the extra paving if it could positively impact the section of road that has been fixed. R. Hilliard said that the old road will start to break up before the newer section, and that extending the pavement will prevent that from happening. K. Anderson said that the Town can put it out to bid now and determine if there are funds available for the project as proposed, and with the extension. E. Beattie said that it was good because this project has been on the “To Do” list since he has been on the Board. K. Anderson said it is good because then it puts the whole road at the same age, so that in ten-years the whole thing can be redone, instead of going back in five-years and only doing the older section. Chairman Lane clarified that the Selectmen have not yet made any decisions regarding paving in 2023. E. Beattie said that the Selectmen need to wait until after Town Meeting in March, to see if the Warrant article goes through for the Highway funds. R. Hilliard said that paving would not start until March anyway.
- **Road Agent Core Services, December 2022:** K. Anderson reviewed R. Hilliard’s monthly Core Services bill for December 2022, in the amount of \$5,675.33. She further clarified that \$3,200.00 of the core services in December was from a Winter storm picking up the brush and bringing it, and the County is waiting for the final declaration that the Winter storm costs will be reimbursable by FEMA.

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The bill comprised: Roadside Trash at \$165; Driveway permit paperwork at \$50.00; Asphalt Patching at \$90.00 ; King St Curtis Rd clean out culvert at \$412.50; Scenic Road signage installation at \$440.00; Drinkwater Rd/ Blakes Lane/ King St broke beaver dams at \$255.00; storm trees dispatched roads blocked at backhoe \$680.00 and chainsaw at \$150.00; Storm trees clean up backhoe at \$1,232.50 and dump truck at \$900.00 and chainsaw at \$180.00 and road cone placement at \$75.00; Sanborn Road safety hazard at \$175, Governor Powell asphalt patch at \$890, All Catch Basins cleaned, and arrows painted at \$1,045, and Potholes at \$510, Beaver dam at \$797, and Parsonage Road asphalt patch at \$415.

MOTION: To approve the Road Agent's monthly December 2022 Core Services bill in the amount of \$5,675.33

MOTION: L. GARGIULO

SECOND: E. BEATTIE

UNANIMOUS

FIRE / AMBULANCE/EMERGENCY MANAGEMENT MONTHLY REPORT –Chief Jay Lord:

Fire Chief Lord presented his monthly report for Dec 2022/Jan 2023 saying that it was the busiest year ever.

FIRE/EMERGENCY MANAGEMENT: Hazard Mitigation Plan Update grant application: Fire Chief Lord stated that the Fire Department has applied for the Hazard Mitigation Plan Update grant from the NH Dept of Safety, Division of Homeland Security and Emergency Management. This is a plan that gets done every five-years (5-yrs), so that when the Town puts in applications for culvert repairs, the State looks to see if the Town has a Hazard Mitigation Plan in place. Specific wording is required for the minutes, and Chief Lord said that he would put together a committee with a Selectman and Department Heads as well as with the RPC Rockingham Planning Commission over three or four meetings.

MOTION: The Select Board, in a majority vote, accepted the terms of the Building Resilient Infrastructure and Communities grant as presented in the amount of \$7,500.00 for updating the local Hazard Mitigation Plan. Furthermore, the Board acknowledges that the total cost of this project will be \$10,000, in which the Town will be responsible for a 25% match (\$2,500.00). Further, Karen Anderson, Town Administrator, is authorized to sign all documents related to the grant.

MOTION: E. BEATTIE

SECOND: L. GARGIULO

UNANIMOUS

BUILDING INSPECTOR, CODE COMPLIANCE, HEALTH OFFICER MONTHLY REPORT –

Mark Sikorski: The Building Inspector, M. Sikorski, provided a written update for the Selectmen, as he was unable to attend the meeting.

Chairman Lane asked if any Selectmen had any comments about either Police Chief Veno's or Building Inspector Sikorski's monthly reports. E. Beattie commented about the ongoing problematic rubber roof at the Library, and called attention to M. Sikorski's note regarding the Library roof fix, saying that the Selectmen should pay attention to and monitor that issue.

OLD BUSINESS

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Financial Reports: General Fund Balance: \$3,792,947.72: K. Anderson reported the General Fund Balance as \$3,792,947.72.

Executive: Payroll Warrant, and Accounts Payable Warrant: K. Anderson presented the Payroll Warrant #592 dated January 04, 2023, in the amount of \$27,748.96 (2023); Accounts Payable Warrant #831 dated January 04, 2023, in the amount of \$5,790.35 (2022); and Accounts Payable-Escrow Warrant #832 dated January 04, 2023, in the amount of \$7010.99 (2023).

MOTION: To approve Payroll Warrant #592 dated January 04, 2023, in the amount of \$27,748.96 (2023); Accounts Payable Warrant #831 dated January 04, 2023, in the amount of \$5,790.35 (2022); and Accounts Payable-Escrow Warrant #832 dated January 04, 2023, in the amount of \$7010.99 (2023).

MOTION: E. BEATTIE

SECOND: L. GARGIULO

UNANIMOUS

Executive: 2023 Hog Reeves: It is time to select the 2023 Hog Reeves. The Hasenfus's will have fulfilled their term as of Deliberative Session, February 4, 2023. E. Beattie said that deciding who to appoint should be a surprise, so the Selectmen should not discuss it at this meeting, but think about it and let K. Anderson know their nomination.

Executive: Assignment of Warrant Articles for Deliberative Session: Each Selectman was assigned Articles to be the respondent, for when the public asks questions at Deliberative Session, Saturday February 4, 2023, at 9:00 AM at LAS. K. Anderson clarified that the designated Selectman is the one who moves the Article to the Ballot to Town Meeting.

<u>Article # OLD</u>	<u>Article # NEW</u>	<u>Title of Article</u>	<u>Selectman</u>
13	14	Budget	M. Lane
14	15	Purchase of Mini-Pumper	E. Beattie
15	16	Economic Development Incentive	L. Gargiulo
16	13	Sewer Study – Lafayette Road	M. Lane
17		Police Body and Cruiser Cameras and Service	E. Beattie
18		Road Improvement Capital Reserve Fund	L. Gargiulo
19		Police Cruiser Capital Reserve Fund	M. Lane
20		Mosquito Control	L. Gargiulo
21		Heritage Commission	L. Gargiulo
22		Veteran's Credits	M. Lane
23		All Veteran's Credit	M. Lane
24		Discontinuance of Capital Reserve Funds	E. Beattie

E. Beattie said that he looked at the *Voter Guide* document prepared by K. Anderson and said that it was terrific and well done, and that he thought that it would really help people prior to voting, and the other two Selectmen agreed.

Mark R. Lane, Chairman – Edward B. Beattie, Vice Chairman – Lou Gargiulo, Selectman

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K. Anderson reported that the DRA yesterday approved the Warrant, but required that the sequence of the Articles be changed to move Article 16 (Sewer Study-Lafayette Rd) to become new Article 13, because any warrant article of a value of \$100,00 or more must be considered before the Budget, in the printed sequence of the Warrant (even though there is no tax impact). So the warrant article numbers 13-16 will be adjusted accordingly, but 17-24 remain the same.

Executive: Reminder; Sign up period for office is January 25 – February 3rd: Chairman Lane said that several people have asked him if he is planning to run for another term, so he said that he does intend to run. K. Anderson said that the sign-up is with the Town Clerk.

Executive: Tree Removal Request/Trimming Exeter Road, Request by Unitil: K. Anderson stated based on the Selectmen's request, as a result of their last meeting, Unitil has gone back out and marked the trees that were scheduled to be removed and have changed their plan from removal of the entire tree to select limb removal approximately half-way up the tree. Pictures have been provided that better show the plan. Chairman Lane said that this is a better solution than taking down the entire tree.

MOTION: To authorize the tree limb removal as requested by Unitil at town-owned parcel **Map 4/Lot 35, on Exeter Road, between poles 94-95 Elm 8"** remove codominant leader towards lines (Image 1). Flat cut all brush within 10' of lines. Prune trees to standard distribution clearance 10'x10'x15' box outside of line. Remove vines at pole 94. And, to authorize the tree limb removal as requested by Unitil at town-owned parcel **Map 6/Lot 52, on Exeter Road, between poles 123-125.** Specifically, at poles 123-124 remove 13" ½ of codominant tree – remove limb over lines. (Image 3). At poles 124-125 Ash 16" ½ of codominant tree, remove leader towards line, likely dead (Image 2). Flat cut all brush within 10' of lines. Prune trees from pole 123-125 to standard distribution clearance 10'x10'x15' box outside of line (See Image 3 with orange line running parallel to electric lines.)

MOTION: L. GARGIULO

SECOND: E. BEATTIE

UNANIMOUS

Other Selectmen's Old Business: There was no Other Selectmen's Old Business.

OLD BUSINESS PUBLIC COMMENT: There was no Old Business Public Comment.

NEW BUSINESS

Executive: Appointment of Library Trustee Alternate: Library Trustees have requested that the Board of Selectmen appoint Tom Sheck as a Library Trustee Alternate.

MOTION: To appoint Tom Sheck as a Library Trustee Alternate.

MOTION: L. GARGIULO

SECOND: E. BEATTIE

UNANIMOUS

Executive: Assessing: Abatements – Wakeda Units: K. Anderson described that these are the same type of abatements as the Board has seen previously where the trailers are registered, but the owners did not have their proof of registration submitted to the Town prior to the April 1st deadline, so they were taxed, and now the trailer owners have shown that they are registered vehicles, so now their taxes are requested to be abated as follows:

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- 1) Abatement #772, for Map 6, Lot 39-F-9, in the amount of \$288.00;
- 2) Abatement #773, for Map 6, Lot 39-B-11, in the amount of \$488.00;
- 3) Abatement #774, for Map 6, Lot 39-F-22, in the amount of \$130.00

MOTION: To approve Abatement #772, for Map 6, Lot 39-F-9, in the amount of \$288.00; Abatement #773, for Map 6, Lot 39-B-11, in the amount of \$485.00; Abatement #774, for Map 6, Lot 39-F-22, in the amount of \$130.00.

MOTION: E. BEATTIE

SECOND: L. GARGIULO

UNANIMOUS

Other Selectmen's New Business: There was no Other Selectmen's New Business.

REVIEW AND APPROVAL OF PREVIOUS MEETING MINUTES: January 4, 2023 –

MOTION: To approve the minutes of January 4, 2023, as written / as amended.

MOTION: L. GARGIULO

SECOND: E. BEATTIE

UNANIMOUS

NEW BUSINESS PUBLIC COMMENT: There was no New Business Public Comment.

PUBLIC COMMENT: There was no Public Comment.

ADJOURNMENT:

MOTION: To adjourn the meeting at 8:25 am.

MOTION: L. GARGIULO

SECOND: E. BEATTIE

UNANIMOUS

Next Selectmen's Meeting is Wednesday, February 1, 2023, at 6:00 PM

Minutes prepared by Rachel D. Webb, Assistant Administrator.